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**BOARD OF PUBLIC WORKS AND SAFETY  
MEETING MINUTES  
Meeting Date: January 25, 2023**

**MEMBERS**

TRENT A. MCCAIN ESQ., PRESIDENT ~ **ABSENT**  
ARLENE D. COLVIN ESQ, VICE PRESIDENT ~ **PRESENT**  
ANGELA LOCKETT ESQ, SECRETARY ~ **PRESENT**  
MARIANETTA L. BARBER, CLERK

**\*Motion to amend to include item 5e) Correspondence from the Common Council  
– Approved**

**A. Lockett – Yes  
A. Colvin – Yes**

**MINUTES**

**APPROVAL OF MEETING MINUTES**

**January 18, 2023**

**– Adopted & Approved**

**A. Lockett – Yes  
A. Colvin – Yes**

**CLAIMS**

**Ratification of Claims Paid on January 19, 2023**

○ <b>110-1 – GENERAL FUND</b>		<b>\$26,400.19</b>
○ <b>220-2 – LOCAL ROADS &amp; S</b>	<b>\$97.71</b>	
○ <b>220-9 – CEDIT</b>	<b>\$185,970.98</b>	
○ <b>221-1 – PARK ATHLETICS</b>	<b>\$1,320.00</b>	
○ <b>221-2 – HEALTH/HUMAN SE</b>	<b>\$1,348.00</b>	
○ <b>222-1 – LNDFL CLOSURE</b>	<b>\$2,497.20</b>	
○ <b>241-8 – BIO-TERRORISM</b>	<b>\$1,100.00</b>	
○ <b>243-0 – FORECLOSURE GNT</b>	<b>\$110.00</b>	
○ <b>248-9 – COVID-19 HEALTH</b>	<b>\$3,669.30</b>	

**TOTAL CLAIMS PAID \$222,543.38**

**Approved**

**A. Lockett – Yes  
A. Colvin – Yes**

### Approval of Claims to be Paid on January 20, 2023

○ 110-1 – GENERAL FUND		<b>\$1,549,724.14</b>
○ 220-2 – LOCAL ROADS & S	\$569.04	
○ 221-4 – S.A.P.S	\$350.00	
○ 222-1 – LNDFL CLOSURE	\$2,990.18	
○ 222-5 – VEHICLE AUCTION	\$345.20	
○ 248-2 – SAFE & THRIVING	\$1,904.00	
○ 252-8 – DOIT NON-REVERT	\$541.06	
○ 253-5 – JOINT PS TRAIN	\$25.67	
○ 442-3 – CCI	\$14,426.33	
○ 444-7 – LAKEFRONT	\$34,500.00	
○ 890-3 – WCI/UCI BENEFIT	\$9,796.26	

<b>SPECIAL REVENUE</b>	<b>\$65,447.74</b>
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○ 221-5 – AMBULANCE NON-R	\$30,481.57
○ 224-0 – PUB SFTY INC TA	\$11,035.60
○ 242-9 – NEIG STABIL PRO	\$1,033.00
○ 880-1 – FIRE PENSION PU	\$24,000.00

<b>TOTAL CLAIMS TO BE PAID</b>	<b>\$1,681,722.05</b>
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– Approved

A. Lockett – Yes

A. Colvin – Yes

### CORRESPONDENCE AND AGREEMENTS

#### CORRESPONDENCE FROM THE HUMAN RESOURCES DEPARTMENT

Contract with Charles Taylor TPA (the “Contractor”) to serve as a Third-Party Administrator in the area of administering the City of Gary’s Workers Compensation Plan. The term is effective as of January 1, 2023 and expires on December 31, 2023. The Contractor may be paid an amount not to exceed Forty Thousand Five Hundred Dollars (\$40,500.00), during the term of the Contract.

Approved

A. Lockett – Yes

A. Colvin – Yes

#### CORRESPONDENCE FROM THE PUBLIC WORKS DIVISION

Contract with De-Vine Landscaping & Property Management LLC (the “Contractor”) to provide snow removal services as needed by the City. The term is effective as of January 1, 2023 and expires on December 31, 2023. The Contractor may be paid an amount not to exceed Fifteen Thousand Dollars (\$15,000.00) during the term of this Contract. The Contract provides for agreed upon hourly rates depending on the type of equipment used by Contractor.

**Approved**

**A. Lockett – Yes**

**A. Colvin – Yes**

**Contract with Kirk Enterprise LLC (the “Contractor”) for the payment of an invoice for snow removal services performed by the Contractor for the City in 2022. The term is effective as of January 1, 2023 and expires upon full payment of the invoice. The Contractor may be paid an amount sufficient to cover the invoice which amount is (\$2,700.00) during the term of this Contract.**

**Approved**

**A. Lockett – Yes**

**A. Colvin – Yes**

**Contract with Express Lawn Care & Snow Removal LLC (the “Contractor”) to provide snow removal services as needed by the City. The term is effective as of January 1, 2023 and expires on December 31, 2023. The Contractor may be paid an amount not to exceed Ten Thousand Dollars (\$10,000.00) during the term of this Contract. The Contract provides for agreed upon hourly rates depending on the type of equipment used by Contractor.**

**Approved**

**A. Lockett – Yes**

**A. Colvin – Yes**

**Contract with Gary Lawn Doctors, LLC (the “Contractor”) to provide snow removal services for the City. The Contract provides for a term effective as of January 1, 2023 and ending December 31, 2023. Contractor shall be paid an amount not to exceed Fifteen Thousand Dollars (\$15,000.00) during the term of this Contract. The Contract provides for agreed upon hourly rates depending on the equipment used by the Contractor.**

**Approved**

**A. Lockett – Yes**

**A. Colvin – Yes**

#### **CORRESPONDENCE FROM THE POLICE DEPARTMENT**

**Request to Advertise – City Auto Auction. The Police Department requests advertisement of approximately 120 abandoned cars to be auctioned through the City of Gary Police Department on Saturday, March 11, 2023 at 9:00am.**

**Approved**

**A. Lockett – Yes**

**A. Colvin – Yes**

#### **CORRESPONDENCE FROM THE COMMUNITY DEVELOPMENT DEPARTMENT**

**Approval of CDBG Agreements – Redevelopment Department (Demolition). CDBG funds will be used for the operation of the demolition of unsafe structures throughout the City. The Contract is for services to be performed beginning July 1, 2022 and ending June 30, 2023. Pursuant to the contract, the Sub-Recipient will be paid an amount not to exceed Four Hundred Thousand Dollars and no/100 (\$400,000.00).**

**Approved**

**A. Lockett – Yes**

**A. Colvin – Yes**

**Approval of CDBG Agreement – Literacy Coalition Inc. CDBG funding will provide for low to moderate income elementary school students with a “Learning Partner” mentoring program, which engages volunteers from diverse sectors of the community to take responsibility for enhancing the effective domain of 4<sup>th</sup> – 5<sup>th</sup> grade students at the Frankie Woods McCullough Academy School, 3757 W. 21<sup>st</sup> Ave. The Contract is for services to be performed beginning August 1, 2022 and ending May 31, 2023. Pursuant to the Contract, the Sub-Recipient will be paid an amount not to exceed Fifteen Thousand Dollars and no/100 (\$15,000.00).**

**Approved**

**A. Lockett – Yes**

**A. Colvin – Yes**

**Approval of CDBG Agreements – Health Department (STD Program). CDBG funding will be used to promote healthy living through education, prevention, protection, and intervention of sexually transmitted diseases to low to moderate income persons. The Contract is for services performed beginning January 1, 2022 and ending on December 31, 2022. Pursuant to the Contract, the Sub-Recipient will be paid an amount not to exceed Forty-Nine Thousand Nine Hundred Sixty-Two Dollars and no/100 (\$49,962.00).**

**Approved**

**A. Lockett – Yes**

**A. Colvin – Yes**

**Approval of CDBG Agreements – Health Department (LPP Program). CDBG funding will be used to provide for the testing, monitoring of results, documentation of elevated blood lead levels and full case management services for low to moderate income children and/or adults at risk. The Contract is for services to be performed beginning January 1, 2022 and ending on December 31, 2022. Pursuant to the contract, the Sub-Recipient will be paid an amount not to exceed Forty-Five Thousand Fifty Dollars and no/100 (\$45,050.00).**

**Approved**

**A. Lockett – Yes**

**A. Colvin – Yes**

**Approval of CDBG Agreements – Youth Services Bureau. CDBG funding will provide year-round nutrition, recreation, fitness, and academic support to low to moderate income youth that will stimulate their mind, body and soul, allowing them to experience enrichment activities building their bodies and strengthening their minds, ultimately allowing them to compete physically and academically. The Contract is for services to be performed beginning August 1, 2022 and ending on July 31, 2023. Pursuant to the contract, the Sub-Recipient will be paid an amount not to exceed Eighty-Seven Thousand Eighty-Seven dollars and no/100 (\$87,087.00).**

**Approved**

**A. Lockett – Yes**

**A. Colvin – Yes**

Approval of CDBG Agreement – Commission for Women (Shelter Operations). CDBG funding will be used for the operations of the Shelter which is an emergency facility that provides confidential comprehensive residential and non-residential services to women, men, and children who are victims of domestic violence and sexual assault. Shelter services provided are designed to support and enhance for clients who are homeless. Residential clients are housed up to 45 days with extensions granted on an as-needed basis. Pursuant to the Contract, the Sub-Recipient will be paid an amount not to exceed One Hundred Forty-Two Thousand Three Hundred Seventy Dollars and no/100 (\$142,370.00).

Approved

A. Lockett – Yes

A. Colvin – Yes

Approval of CDBG HRP Contract – 3618 Carolina St. On November 30, 2022, bids were received for CDBG HRP rehabilitation work for the referenced property. Accordingly, it is recommended that the following contractor be awarded the bid for the CDBG HRP rehabilitation work at the indicated property and price:

JMD Construction, LLC      Linda L. Davis – 3618 Carolina St      \$27,500.00

Approved

A. Lockett – Yes

A. Colvin – Yes

Approval of CDBG SRP Contract – 1501 E 19<sup>th</sup> Ave. On November 30, 2022, bids were received for CDBG SRP rehabilitation work on the referenced property. Accordingly, it is recommended that the following contractor be awarded the bid for the CDBG SRP rehabilitation work at the indicated property and price:

JMD Construction, LLC      Shirley Monroe – 1501 E. 19<sup>th</sup> Ave      \$27,400.00

Approved

A. Lockett – Yes

A. Colvin – Yes

Approval of CDBG SRP Contract – 318 Hayes St. On November 30, 2022, bids were received for CDBG SRP rehabilitation work on the referenced property. Accordingly, it is recommended that the following contractor be awarded the bid for the CDBG SRP rehabilitation work at the indicated property and price:

JMD Construction, LLC      Billie S. Chatman – 318 Hayes St.      \$26,500.00

Approved

A. Lockett – Yes

A. Colvin – Yes

Approval of CDBG SRP Contract – 2185 Johnson St. \*Motion to remove contract. Resident declined to have the work done. \*

Approved

A. Lockett – Yes

A. Colvin – Yes

## CORRESPONDENCE FROM THE COMMON COUNCIL

Contract with Helios Consulting to provide consulting services to the City of Gary. The Contract is effective as of January 1, 2023 and expires on May 31, 2023. The Contractor will be paid a sum not to exceed Twenty Thousand Dollars (\$20,000.00), which amount will be paid in monthly installments of Four Thousand Dollars (\$4,000.00), provided that the Contractor must submit itemized invoices in order to be paid.

Approved

A. Lockett – Yes

A. Colvin – Yes

UNFINISHED BUSINESS ~ None

NEW BUSINESS ~ None

PUBLIC COMMENTS ~ None


APPROVED and ADOPTED on February 1,  
2023



Trent A. McCain, President



Arlene D. Colvin, Vice President



Angela Lockett, Secretary